OFFICE OF THE STATE COMPTROLLER
ANTICIPATED JOB OPPORTUNITY
INFORMATION TECHNOLOGY ANALYST TRAINEE
(Target Class: Information Technology Analyst 1)
INFORMATION TECHNOLOGY DIVISION – CORE-CT

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To:	The Public
Location:	Information Technology Division, 55 Farmington Ave Hartford, CT
Job Posting No:	#671
Hours:	Full-Time (35 Hrs. /week)
Salary:	Starting: $45,950. (EU 18-1)
Closing Date:	May 19, 2015 - Must be received in the office by close of business (5:00 p.m.)

The Office of the State Comptroller – Information Technology Division is currently seeking qualified candidates to under-fill an Information Technology Analyst 1 position as an Information Technology Trainees. The selected candidate will receive on the job training in Linux and Windows system administration. .

Example of Duties: Receives training in the following: Installation, configuration and maintenance of Windows and Linux based computer systems; the installation and deployment of servers in a VMWare virtual environment; installation, configuration and maintenance of Windows personal computer systems and software; implementation of network components and the application of network principles and security; performs other related duties as required.

PREFERRED EXPERIENCE AND SKILLS:

Candidate must have:
- General Information Technology and Computer Systems knowledge
- General problem solving and analytical skills
- Good interpersonal, organizational and verbal/written communication skills
- Eagerness to learn in a fast paced environment

Preferred Candidate will have some of the following knowledge or skills:
- General understanding of ERP integrated business management systems, business processes and concepts
- Three-Tier application architecture: Web, Middleware, Database
- Familiarity with Weblogic, Websphere, Tuxedo, or IIS and their capabilities
- Internet architecture and web based technologies and applications
- Server operating systems / administration concepts and tools (Windows, Linux)
- Understanding of Windows and/or Linux file systems
- Database technologies and understanding of SQL and database connectivity
- Understanding of network principles and security
- Familiarity with the Microsoft Office application suite
- HTML and web publishing languages and XML

Experience and Training:
General Experience: A Bachelor's Degree in Management Information systems, computer science or information technology related area.

Please Note: Appointment to position in the class shall be for a period not to exceed twenty four (24) months.

Note: The filling of the position will be in accordance with reemployment, SEBAC, transfer, promotion and merit Employee Rules, if applicable.

Application Instructions: Interested and qualified candidates who meet the above requirements must submit a cover letter, a resume, three (3) letters of professional references from current and/or previous supervisors and a completed signed State Application Form (Form CT-HR-12–available at: http://das.ct.gov/HR/Forms/CT-HR-12_Application.pdf . Indicate the job posting number on the application form. State employees must include copies of their last three (3) Performance Evaluations in lieu of references no later than the closing date at the top of this announcement to:

Grace Soares, Human Resources Associate
Office of the State Comptroller
Administrative Services Division/Human Resources Office
55 Elm Street, 2nd Floor, Room 208, Hartford, CT 06106
Fax: 860-702-3324
OSC.HR@ct.gov

INCOMPLETE APPLICATION PACKAGES AND THOSE RECEIVED AFTER THE CLOSING DATE INDICATED ABOVE WILL NOT BE CONSIDERED.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER
The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.